

March 31, 2026 | 7:30 – 10:00 | In-Person
201 C – 633 Courtney St Victoria, BC V8W 1B9

Attendance: Christina Clarke, James Gatsi, Rose Arsenault, Elizabeth Brown, Josue Dubon, Mary Lou Newbold, Inderbir Singh, Kelly Somogyi, Kara Udell, Spencer Walker, Ashka Wirk, Kris Wirk, John Wilson (CEO), Julia Banks (Staff Liaison), Corrie Delisle (Staff)

Regrets: Capt(N) Kevin Whiteside, Corey Gillon

We acknowledge and respect the Lekwungen territory on whose land we are meeting on today.

Motion to approve the agenda as presented.

MOVED BY Elizabeth Brown SECONDED BY James Gatsi CARRIED

Motion to approve the minutes from the previous Board of Directors meeting.

MOVED BY Rose Arsenault SECONDED BY Elizabeth Brown CARRIED

- Chair’s Report
 - Board and staff continue reviewing governance and operational processes to identify opportunities for improvement. Governance and Board training session planned for the June Board Planning Session.

- CEO’s Report
 - Board Meeting Schedule: Discussion regarding adjustments to the May Board meeting date to accommodate scheduling conflicts.
 - Membership Survey: Working to refine the annual membership survey to be more concise to increase participation. Discussion focused on optional responses, streamlined questions, and demographic classifications to better understand member feedback. Net Promoter Score (NPS) methodology was reviewed as a potential measurement tool.
 - Stakeholder Engagement:
 - Reflection on the importance of introducing a Government Relations role, as the organization continues to increase its focus on stakeholder engagement and advocacy efforts.
 - Discussion around ensuring Board and Committee time is used effectively and strategically.
 - Staffing Update:
 - Updates provided on recent staffing transitions. Discussion around new Retention Specialist role and upcoming co-op students.
 - Recommendation: Updated organizational chart for May 2026 meeting.
 - Board met our new Membership Development Representative and Events & Programs Specialist.

- Board met our new Communications consultant and received an overview of media relations and spokesperson best practices, including interview preparation, messaging consistency, and communications protocols.
- Upcoming Events
- Executive & Governance Report
 - Discussion focused on governance policy related to media and public communications on behalf of the Chamber, as the current policy limits official spokesperson responsibilities to the Board Chair and CEO.
 - Recommendation: Proposed policy update at May 2026 meeting.
 - 2026 Business Plan for approval

Motion to approve the 2026 Business Plan as presented.

MOVED BY Josue Dubon

SECONDED BY Christina Clarke

CARRIED

- Strategic Plan: Discussion around the timing and approach for the next Strategic Planning process, including governance priorities, organizational identity, risk oversight, and external factors impacting future planning. Board agreed to extend the current Strategic Plan through 2027, with a new Strategic Plan beginning in 2028.

Motion to extend the current Strategic Plan through 2027.

MOVED BY Rose Arsenault

SECONDED BY Josue Dubon

CARRIED

- Board Election Schedule: Board reviewed and discussed the proposed election schedule and Board succession planning. Positive feedback received on maintaining the current election structure.

Motion to maintain the current Board election schedule.

MOVED BY Kara Udell

SECONDED BY Spencer Walker

CARRIED

- Treasurer's Report
 - Financial Statements: Committee reviewed January financial statements and February Executive Summary. Discussion focused on sales growth projections, membership retention initiatives, receivables monitoring, investment policy considerations, and organizational risk management.
 - 2025 Audited Financial Statements: Board received the 2025 Audited Financial Statements and noted a clean audit opinion. Discussion included receivables processes, reporting improvements, and related party disclosure procedures.

Motion to approve the 2025 Audited Financials as presented.

MOVED BY Kara Udell

SECONDED BY James Gatsi

CARRIED

- **Public Policy & Advocacy Committee:** Committee welcomed a new member and reviewed recent committee structure and meeting format changes. Focus will shift toward fewer guest presentations and more targeted policy discussions and recommendations. Discussion highlighted the importance of timely advocacy responses and ongoing member feedback.
- **Inclusion, Diversity & Equity Advancement Committee:** Committee reviewed Terms of Reference and discussed improving clarity around recommendation and decision-making workflows. Discussion included committee alignment with mandate and future liaison support considerations.

Motion to move in camera.

MOVED BY James Gatsi

SECONDED BY Elizabeth Brown

CARRIED

Motion to move in camera, with CEO excused.

MOVED BY James Gatsi

SECONDED BY Elizabeth Brown

CARRIED

Motion to move out of camera.

MOVED BY Christina Clarke

SECONDED BY James Gatsi

CARRIED

Motion to adjourn.

MOVED BY Josue Dubon

SECONDED BY James Gatsi

CARRIED

Chair

Secretary

Date

Date